

Clarification of Data Meetings

The term “data meeting” can have a variety of connotations. Since data based decision making is a key principle of a multi-tiered system, data meetings should be clearly defined and systematic. The following is a sample of such clarification and can be adapted to the process at the individual school:

Universal Screening/Benchmark Review – 3 X per year

The progress of all students is reviewed. Some questions that this data answers are:

1. Are students making growth in essential learning?
2. Which subgroups are making growth in essential learning?
3. What is the efficacy of tiered interventions?
4. What percent of students remain below benchmark? How does this compare to prior data?
5. What percent of students are at risk for non-mastery of content material for the SOL?
6. What specific areas need to be addressed for future teaching and learning?

In addition to the universal screening results, other data may include benchmark scores, grades, PALs, unit assessments, and SOL practice tests.

Progress Monitor Data Review or Individual Student Data Review - monthly

The progress of students receiving a tiered intervention (monitor students may be included) is reviewed. In addition to the progress monitor graph, other data may include grades, behavior plans, running records, release tests, intervention assessments/checkouts, attendance, or any other data pertinent to student progress. These meetings focus on data only and two sets of questions/decisions are oftentimes made in a brief amount of time (i.e. 5 – 7 minutes):

1. Is the student’s progress good, questionable, or poor?
2. What do we plan to do? (Options are usually stated simply, such as: continue current program, move to a lower tier, modify the current tier, move to a higher tier, or schedule a problem solving meeting)

Problem-Solving – as determined by individual student needs

The problem solving meeting occurs on individual students who are not making progress as expected or have other unique needs. Data includes all of the above mentioned, as well as any other diagnostic assessment.

Grade level meetings – oftentimes a PLC, or a regularly scheduled grade level meeting, where the discussion focuses on “we just taught this, did they get it”

Ad hoc meetings

- Any review as determined by school administrator
- Any called reviews of individual students such as new/transfer students for placement purposes